



BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

383 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012

MEMBERS OF THE BOARD

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YVONNE BRATHWAITE BURKE
ZEV YAROSLAVSKY
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MICHAEL D. ANTONOVICH

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
(213) 974-1411

August 30, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes listed on Attachment I to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed amendments to these Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the newly adopted or amended Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

SUBSTANTIVE CHANGES:

Health Services, Department of

- Creates a separate disclosure category for employees whose responsibilities involve the audit of contract agencies and Public/Private partnerships.
- Adds *Medical Director III M.D.; Administrator, Comprehensive Ambulatory Health Care; Special Assistant II, Health Services (Assistant to the Director and Chief Medical Officer); Accountant II (Centralized Contract Monitoring Division); Accountant III (Centralized Contract Monitoring Division); Administrative Services Manager III (Centralized Contract Monitoring Division); Financial Specialist I (Centralized Contract Monitoring Division); Financial Specialist II (Centralized Contract Monitoring Division); Financial Specialist III (Centralized Contract*

SUBSTANTIVE CHANGES (con't):

Monitoring Division); Financial Specialist IV (Centralized Contract Monitoring Division); Fiscal Officer II (Centralized Contract Monitoring Division); Senior Contract Program Auditor; Assistant Nursing Director, Administration (Centralized Contract Monitoring Division); and Chief Deputy Director, Health Services, Clinical and Medical Affairs (UC) to the code.

- *Deletes Medical Director, M.D. Health Services; Director, Medicaid Demonstration Project; and Programs Administrator, Health Services (Director, Family Health Programs and External Relationships), the positions no longer exists.*
- *Expands the disclosure of the Administrator, Specialized Health Programs (Chief, Alcohol and Drug Programs, Administration).*
- *Narrows the disclosure of the Public Health Laboratories Director (Director, Laboratory Affairs).*
- *Changes the titles of eight (8) positions.*
- *Modifies disclosure categories by omitting the definitions of investments and income.*

Little Lake City School District

- *Adds Supervisor of Purchasing to the code.*
- *Changes the title of one (1) position.*
- *Modifies disclosure categories by omitting the definitions of investments and income.*

San Antonio Regional Occupational Program

- *Adds Alternate Members, Board of Directors to the code.*
- *Modifies disclosure categories by omitting the definitions of investments and income.*

SUBSTANTIVE CHANGES (con't):

Santa Monica Community College District

- Changes the titles of two (2) positions
- Adds *Director of Athletics* to the code.
- Modifies disclosure categories by omitting the definitions of investment and income

**DELETE DEFINITIONS OF “INCOME”, “INVESTMENT”, AND
“BUSINESS POSITIONS” ONLY:**

San Gabriel Valley School District's Self-Insurance Authority

San Gabriel Valley School District's Self-Insurance Authority for Liability Protection
San Gabriel Unified School District

- Modifies disclosure categories by omitting the definitions of investments and income.

The Honorable Board of Supervisors
August 30, 2005
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IMPACT ON CURRENT SERVICES

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,

VIOLET VARONA-LUKENS
Executive Officer

Attachments (7)

c: Chief Administrative Officer
County Counsel

ATTACHMENT I

Substantive Changes

Health Services, Department of
Little Lake City School District
San Antonio Regional Occupational Program
Santa Monica Community College District

Delete Definitions of "Income", "Investment", and "Business Positions" (ONLY)

San Gabriel Valley School District's Self-Insurance Authority
San Gabriel Valley School District's Self-Insurance Authority for Liability Protection
San Gabriel Unified School District

Conflict of Interest Code
of the

HEALTH SERVICES, DEPARTMENT OF

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclose category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT "A" (Continued)

CATEGORY 6

Designated persons in this category must disclose all interests in real property within the geographical area covered by the designated person's job assignment (i) that is of a type that is inspected, regulated, licensed, or permitted by, or requires a certificate from, the program unit of the Department of Health Services in which the designated person holds his or her position, or (ii) upon which a business entity operates that manufactures, provides or sells services and/or supplies of a type utilized by the Department of Health Services and associated with the job assignment of the designated person.

Real property shall be deemed to be within the "geographical area covered by the designated person's job assignment" if the real property or any part of it is located within that geographical area or not more than two miles outside the boundaries of that geographical area.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 7

Designated persons in this category must disclose investments, business positions, and sources of income in business entities that either (i) are inspected, regulated, licensed, or permitted by, or require certificates from, the program unit of the Department of Health Services in which the designated person holds his or her position, or (ii) manufacture, provide or sell services and/or supplies of a type utilized by the Department of Health Services and associated with the job assignment of the designated person.

CATEGORY 8

Persons in this category shall disclose all business positions, investments in, income (including gifts and loans), and travel payments received from business entities that contract for services and/or supplies of a type utilized by or provided to the Department of Health Services and/or its clients, if the business entity is subject to administrative, programmatic, financial or operational audit and associated with the job assignment of the designated person.

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT "B"

Designated Positions

Disclosure Categories

Director of Health Services (Director and Chief Medical Officer, Health Services)	1, 2, 3
Chief, Audit and Compliance, Hlth Svcs (Chief, Audit and Compliance Division)	2, 3
Environmental Health Deputy	1, 2, 3
Administrative Deputy, Programs, Health Services (Director, Contract Management)	1, 2, 3
Administrator, Specialized Health Programs (Chief, Alcohol and Drug Programs, Administration)	2, 3
Consultant	5
Medical Director, Public Health Programs (Director of Public Health & Health Officer)	1, 2, 3
Senior Executive Manager, Health Services (Director of Finance)	1, 2, 3
Chief Budget Management, Health Services (Controller, DHS)	2, 3
Assistant Director of Health Services (Chief of Operations, Public Health Programs and Services)	1, 2, 3
Administrator, Specialized Health Programs (Director, Office of AIDS Programs and Policy)	2, 3
Information Systems Manager I (Chief, Contract Programs and Special Services)	2, 3
Chief, Information Systems, Health (Director, Information Systems, DHS)	4
Public Health Laboratories Director (Director, Laboratory Affairs)	4

HEALTH SERVICES, DEPARTMENT OF
EXHIBIT “B” (Continued)

Emergency Medical Services Director (Director, Emergency Medical Services)	2, 3
Executive Manager, Health Services (Director, Office of Ambulatory Care)	1, 2, 3
Executive Director, LAC+USC Medical Center	1, 2, 3
Hospital Administrators I and II (Hospital Administrators)	2, 3
Senior Staff Analyst, Health (Director of Health Facilities Planning Services)	1, 2, 3
Chief, Facilities Planning, Health Services (Chief, Facilities Management Division)	1, 2, 3
Senior Staff Analyst, Health (Office of Women’s Health)	2, 3
Environmental Health Specialist I	6, 7
Environmental Health Specialist II	6, 7
Environmental Health Specialist III	6, 7
Environmental Health Specialist IV	6, 7
Chief, Environmental Health Specialist	1, 2, 3
Contract Program Auditor	8
Health Facilities Evaluator I	1, 2, 3
Health Facilities Evaluator II	1, 2, 3
Health Facilities Evaluator III	1, 2, 3
Head Contract Program Auditor	2, 3
Staff Analyst, Health Contracts and Grants and Specialized Health Programs	2, 3

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT "B" (Continued)

Staff Analyst, Health IS, DHS HR Division (Staff Analyst, COHRM Information Systems)	4
Health Facilities Program Manager	2, 3
Health Facilities Consultant, Dietetics and Food Services	2, 3
Health Facilities Consultant, Nursing	2, 3
Health Facilities Consultant, Occupational Therapy	2, 3
Health Facilities Consultant, Pharmacy	2, 3
Health Facilities Consultant, Physical Therapy	2, 3
Senior Staff Analyst, Health Contracts and Grants and Specialized Health Programs	2, 3
Hospital Materials Manager	2, 3
Service Unit Materials Manager I	2, 3
Service Unit Materials Manager II	2, 3
Service Unit Materials Manager III	2, 3
Environmental Health Services Manager	1, 2, 3
Chief Health Facilities Inspection Division	1, 2, 3
Assistant Staff Analyst, Health Contracts and Grants and Specialized Health Programs	2, 3

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT “B” (Continued)

Administrative Assistant III Contracts and Grants and Specialized Health Programs	2, 3
Area Health Officer, Public Health	2, 3
Medical Director, Juvenile Court Health Services	4
Medical Director I, II and III M.D.	2, 3
Assistant Hospital Administrators I, II, III, and IV	2, 3
Manager, Facilities Operations and Crafts I, II, III, and IV	4
Chief Nursing Officers I, II, and III	4
Administrator, Contract Programs and Special Services (Director, DHS Human Resources Division)	4
Personnel Officer, Health Services (Associate Director, DHS Human Resources Division)	4
Supervisor, Contracts and Grants, Health Services	2, 3
Associate Hospital Administrators I and II	2, 3
Information Systems Manager I IS DHS HR Division	4
Director, Environmental Planning and Evaluation	1, 2, 3
Director, District Environmental Services	1, 2, 3
Chief, Fiscal Services, Substance Abuse	4
Programs Administrator, Health Services Office of Managed Care	2, 3
Nursing Director, Administration Office of Managed Care	4

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT “B” (Continued)

Assistant Program Director, Drug Abuse, Health Services	2, 3
Environmental Health Staff Specialist	7
Chief Deputy Director, Health Services (Chief Operations Officer)	1, 2, 3
Executive Manager, Health Services (Director of Administrative Services)	1, 2, 3
Director, Pharmacy Services, Health Services	4
Executive Manager, Health Services (Director, External Relations)	1, 2, 3
Deputy Director, MD, Public Health Programs	2, 3
Administrator, Comprehensive Ambulatory Health Care	1, 2, 3
Special Assistant II, Health Services (Assistant to the Director and Chief Medical Officer)	2, 3
Accountant II (Centralized Contract Monitoring Division)	8
Accountant III (Centralized Contract Monitoring Division)	8
Administrative Services Manager III (Centralized Contract Monitoring Division)	2, 3
Financial Specialist I (Centralized Contract Monitoring Division)	8

HEALTH SERVICES, DEPARTMENT OF

EXHIBIT “B” (Continued)

Financial Specialist II (Centralized Contract Monitoring Division)	8
Financial Specialist III (Centralized Contract Monitoring Division)	8
Financial Specialist IV (Centralized Contract Monitoring Division)	8
Fiscal Officer II (Centralized Contract Monitoring Division)	8
Senior Contract Program Auditor	2, 3
Assistant Nursing Director, Administration (Centralized Contract Monitoring Division)	8
Chief Deputy Director, Health Services, Clinical and Medical Affairs (UC)	1, 2, 3

Amended:

Conflict of Interest Code
of the

LITTLE LAKE CITY SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

LITTLE LAKE CITY SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclose category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

LITTLE LAKE CITY SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board of Education Members	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent of Business Services	1, 2, 3
Assistant Superintendent of Personnel Services	1, 2, 3
Assistant Superintendent of Educational Services	1, 2, 3
Supervisor Food Services	4
Supervisor of Purchasing	4
Consultant	5

Effective:

Conflict of Interest Code
of the

SAN ANTONIO REGIONAL OCCUPATIONAL PROGRAM

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

SAN ANTONIO REGIONAL OCCUPATIONAL PROGRAM

EXHIBIT "A"

CATEGORY 1

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CATEGORY 2

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In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

SAN ANTONIO REGIONAL OCCUPATIONAL PROGRAM

EXHIBIT "B"

Designated Positions

Disclosure Categories

Members Board of Directors	1, 2, 3
Alternate Members, Board of Directors	1, 2, 3
Administrative Cabinet Members	1, 2, 3
Administrator	1, 2, 3
Consultant	5

Effective:

Conflict of Interest Code
of the

SAN GABRIEL UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730 by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

SAN GABRIEL UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

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SAN GABRIEL UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board Members	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Business Services	1, 4
Assistant Superintendent, Education Services	4
Director, Food Services	4
Director, Purchasing	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
Of the

**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section
18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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(6/02) (Rev.)

**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY**

EXHIBIT "A"

CATEGORY 1

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**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY**

EXHIBIT "B"

Designated Positions

Disclosure Categories

Board of Directors

1, 2, 3

Board of Directors Alternates

1, 2, 3

Consultants

5

Effective:

Conflict of Interest Code
Of the

**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY FOR LIABILITY PROTECTION**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section
18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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(6/02) (Rev.)

**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY FOR LIABILITY PROTECTION**

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclose category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

**SAN GABRIEL VALLEY SCHOOL DISTRICT'S
SELF-INSURANCE AUTHORITY FOR LIABILITY PROTECTION**

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board of Directors	2, 3
Board of Directors Alternates	2, 3
Consultants	5

Effective:

Conflict of Interest Code
of the

SANTA MONICA COMMUNITY COLLEGE DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

(6/02) (Rev.)

SANTA MONICA COMMUNITY COLLEGE DISTRICT

EXHIBIT “A”

CATEGORY 1

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SANTA MONICA COMMUNITY COLLEGE DISTRICT

EXHIBIT “B”

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of the Board of Trustees	1, 2, 3
Superintendent /President	1, 2, 3
Executive Vice President, Business and Administration	1, 2, 3
Associate Vice President, Fiscal Services	1, 2, 3
Director, Auxiliary Services	1, 2, 3
Bookstore Manager	4
Associate Vice President Facilities	4
Director, Facilities & Planning	4
Director of Purchasing	1, 2, 3
Vice President Human Resources	4
Vice President Academic Affairs	4
Assistant Dean, Continuing Education	4
Associate Vice President Planning / Development	4
Vice President Student Affairs	4
Dean International Education	4
Director International Programs	4
Director of Athletics	4

SANTA MONICA COMMUNITY COLLEGE DISTRICT

EXHIBIT “B” (Continued)

Director Marketing	4
Dean Information Technology	4
Director Events and Contracts	4
Consultant	5

EFFECTIVE: